

RFP SMALL ANIMAL BOARDING SERVICES
Yellowstone Valley Animal Shelter

December 2020

**RFP SMALL ANIMAL BOARDING
YELLOWSTONE VALLEY ANIMAL SHELTER
DECEMBER 2020**

The Yellowstone Valley Animal Shelter is submitting this proposal to the Yellowstone County Board of County Commissioners for Small Animal Boarding Services. Yellowstone Valley Animal Shelter (YVAS) has provided animal sheltering, boarding, and adoption services to the City of Billings for 11 years. Please see the following fees and qualifications for Boarding Services.

Fees:

For the services provided in the Scope of Work, Yellowstone County shall pay an annual fee of \$18,000 for the first year of the contracted services. Payment shall be made in equal monthly installments upon invoicing by YVAS. Subsequent annual fees shall be adjusted by the CPI-Urban for the Western Region based on U.S. Bureau of Labor Statistics Consumer Price Index, West Region figures, and an evaluation of the expenses incurred by YVAS based on the number of dogs needing boarding services annually.

Other Fees:

1. In addition to all other fees, if Yellowstone County Animal Control (YCAC) brings ten (10) or more animals into the shelter from any one given situation, YCAC will pay an additional fee of \$300 to the YVAS as emergency funding for each group of ten (10) animals.
2. In addition to the foregoing, YCAC will pay YVAS the cost of additional veterinary services for any impounded animal authorized by the YCAC and not paid by the owner.

Additional fees will be invoiced to YCAC upon occurrence.

1. For impounded animals, YVAS may collect daily boarding/reclaim fees from the owner at the time the animal is reclaimed. The boarding and reclaim fees will be set by YVAS.

Term:

The term of this Agreement shall be for one calendar year commencing upon the date of its execution by the parties.

Termination:

Either party may terminate this agreement by providing the other with a written notice of intent to terminate at least ninety (90) days in advance of the termination date. Said notice shall be in writing and delivered to the other party.

Scope of Work:

Yellowstone Valley Animal Shelter is located at 1735 Monad Rd, Billings, MT 59101. At this location, the shelter has 50 indoor dog kennels and is open to the public 6 days/week: Monday - Sunday, except Wednesday. The shelter is staffed 365/year. Hours open to the public are 12 pm - 7 pm on weekdays and 12 pm - 5 pm on weekends. The shelter has law enforcement/animal control access 24/7 through the main entrance of the building using a specialized key fob. Animals can easily be kenneled through this access point and intake will be completed by YVAS staff the following morning at 8 am. These kennels are in a temperature-controlled room and kennels are set up with water and blankets for the animals brought in overnight.

Yellowstone Valley Animal Shelter has provided animal sheltering, boarding, and adoption services for 11 years in the City of Billings. For the last 2 years, YVAS has taken in 1,700 dogs annually.

YVAS has a staff of 18 employees, including a full-time veterinarian. Veterinary care for stray dogs will be limited to shock and pain management when necessary. Extended medical care will be provided upon authorization from the County Sheriff or designee.

YVAS will board stray dogs for 72 hours while working to reunite and locate owners, or after an authorized extended stay whichever time frame applies. If an owner cannot be located or the dogs are abandoned, YVAS will claim custody and the dogs will be evaluated for adoption. YVAS will attempt to locate owners through the following and at times more:

1. Scanning for microchips
2. Searching Lost and Found pages on Facebook
3. Listing all lost dogs on the YVAS website (average of 200 website visits daily)
4. Collecting lost dog reports from owners in-person, over the phone, and online.

Qualifications and Reporting:

YVAS has competent, qualified, and capable staff. The Canine Lead and Stray Canine Lead, collectively have 14 years of experience in animal sheltering. The Shelter Veterinarian has been in practice for 15 years and has a DVM from Washington State University.

YVAS has excellent animal outcomes provided below:

2019

Canine intake- 1,853
Return to owner- 904 (49%)
Adopted- 680 (37%)
Live release rate- 94%

2020

Canine intake- 1,641
Return to owner- 736 (45%)
Adopted- 566 (34%)
Live release rate- 93%

Dogs boarded at YVAS have access to large play yards and are taken out twice daily for enrichment during their stay at the shelter. In addition to outside play, dogs are provided daily enrichment activities in the kennels. Dogs are provided grain-free food twice daily and will be

vaccinated on intake to protect the dog from infectious diseases and maintain overall health and wellness during their stay.

YVAS also had a robust and experienced foster program for animals that are too sick, injured, or too young for adoption. In 2019, close to 500 animals were sent out to foster care and then subsequently adopted at the shelter when they were ready.

In addition to animal sheltering services, YVAS provides low-cost spay and neuter services to Billings and the surrounding communities. On average YVAS alters 600/year for the public resulting in a reduction of unwanted litters being born to the community. YVAS intends to work with the Sheriff's Department to identify more persons in need of these services.

A Certificate of Insurance and proof of Workers Compensation will be provided upon award of the contract.

Contact:

All questions and contact regarding this submission can be directed to:

Yellowstone Valley Animal Shelter
Attn: Triniti Chavez, Executive Director
PO Box 20920
Billings, MT 59104
triniti.chavez@yvas.org
406-294-1136